

ODP SI-299

5 MAR 1981

MEMORANDUM FOR: Deputy Director for Administration
FROM: Bruce T. Johnson
Director of Data Processing
SUBJECT: System Specifications for New Payroll System

1. At the close of our meeting on Wednesday, 25 February, during which [] and I gave you a briefing on the allocation of ODP's applications development resources, we discussed what should be done about the pressing need for a new payroll system for the Office of Finance. As we understand your position:

a. Work should begin as soon as possible on the specifications for such a system.

b. The specifications should be developed by a joint ODP/OF team of four to six officers who will need six to eight months to do the job.

c. As they develop detailed specifications, the team should also conduct a survey of existing payroll systems to determine the extent to which time and effort can be saved by buying software to solve at least part of the total problem.

2. Discussions are on-going [] about the designation of members for the system specification team. We propose to house the team [] where they will be under the general supervision of the Chief of C Division, ODP, where the payroll maintenance work is carried out. [] have agreed that our target date for completion of the project will be October 1981.

/s/ Bruce T. Johnson

Bruce T. Johnson

cc: D/OF

THSA

DD/A/ODP

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